

ARLINGTON CULTURAL COUNCIL MEETING, Monday, October 17, 2016

Arlington Town Hall Annex, 1st Floor Conference Room, 7:30-9pm

ATTENDANCE

Name	Status
Taylor, Lisbet	
Timperi, Jeff	
Marroig, Gabrielle	
Boudreau, Jeff	
Bühler-Probst, Brigitte	
Richmond, Lauren	
INTRODUCTION OF VISITORS PRESENT	
David Harris	
Rupert Davis	
Asia Kepka	
Alan Kaufman	

OFFICER REPORTS

1. Chair - Lisbet
2. Treasurer – Jeff T.
3. Corresponding Secretary - Gaby
4. Recording Secretary (vacant)
5. Publicity (vacant) Wordpress redesign – Lauren
6. Grantee Liaisons – Lisbet/Jeff T.

Grant # Grantee Title	\$	Liaison	Event Date(s)	Event / Performance Status
2016-01 The Opal Ensemble Of the Shimmering Winter Air	750	Lubar	February 19	Complete
2016-02 Dan Fox Arlington All-Town Brass Band	750	Timperi	September 16	Complete?
2016-03 Belmont World Film Family Film Festival	750	Blum	January 16-18	Complete
2016-04 Arlington Public Art East Arlington Public Art Initiative	1000	Nileu Taylor (July minutes)	Installations started 9/29	"East Arlington Public Art Initiative has begun!" http://arlingtonpublicart.blogspot.com/2015/09/east-arlingtonpublic-art-initiative-has.html
2016-05 Stefanie Weber and Robin O'Herin Tap and Blues	500	Guerra Taylor?	August 13, new date TBD	Per August minutes, postponed due to illness, reschedule date TBD.
2016-06 Yogi Shridhare From India to Walden Pond	500	n/a	n/a	Did not accept grant.
2016-07 Accelerated Cure Project for Multiple Sclerosis (Marion Leeds Carroll) Music to Cure MS	500	Guerra NEED - Timperi?	October 30	Future

2016-08 Raul Nieves / Dance Caliente Dancing Through the Decades	750	Bühler- Probst	July 14	Complete?
2016-10 Robbins Library Arlington Authors' Salon	1500	Nileu NEED	January, April, July & October 6	3 events complete, 1 remain.
2016-11 ACA LGBTQ Youth Arts & Mural Project	1500	Richmond	?	Complete
2016-12 Arlington Historical Society Connecting Threads Exhibition	1375	Blum & Taylor	June	Complete?
2016-18 Cyrus Dallin Museum New Printed Interpretive	600	Richmond	June 30	Complete?
2016-19 S. Rogovan / Creek River Stringband Performances at OSM and Dallin Museum	300	Timperi	July and September	Complete
2016-20 P. Powell Memoir Writing/Reading	600	Sheri	June	Complete
2016-21 Old Schwamb Mill Spring Open House, Music by the Undertones	375	Boudreau	April 2	Complete
2016-22 Powers Music School Musical Storytelling Program	250	Taylor	April 2	Complete
2016-24 The Marble Collection Teen Publication	200	Blum	January through May	Complete

NEW BUSINESS

1. Adopt new meeting agenda format.
2. Review future ACC meeting dates and locations (see “calendar” at end).
3. Amend ACC guidelines Article III, change “Corresponding Secretary” to “Corresponding and Cycle Secretary.”
4. Amend ACC guidelines Article III, Sections B to add new subsection 5 and duties of the Publicity Officer.
5. Discussion and vote re deferring the nomination, discussion and election of vacant positions until November Meeting, by which time more member(s) may be on the Council –
Vacant positions:
 - a. Co-Chair caused by resignation of Merli Guerra, effective September 24, 2016
 - b. Recording Secretary caused by resignation of Suzi Lubar, effective September 24, 2016

c. Publicity Officer created by adoption of ACC Guidelines

6. MCC Account Information Report due to MCC by October 15 – Jeff T.

7. 2017 Grant Application Determination Meeting: Reset date, time and location – Lisbet

8. Possibility of ACC-originated project for 2017 grant cycle –

Proposals must be presented during ACC's voting meeting and evaluated alongside other grant applications (per MCC instructions) -- Lisbet

9. Send representative(s) to one of the MCC regional strategic planning forums, November 1-4.
(Received from MCC).

10. Review and discuss adoption of 3 new duties of ACC's Responsibilities of the Recording Secretary (RS):

- a. To include language requiring Officers, Liaisons and any Special Committee Chairs to submit written reports to RS 5-6 business days prior to regular meetings;
- b. RS to forward reports to Council members with draft agenda 3-4 business days prior to regular meeting.
- c. RS then sends all to Co-Chairs to finalize Agenda
 - That then is required to be sent to ACC members, 1-2 days prior to Board meeting
 - And submitted to Fran Reidy for posting on the Arlington Town website.

11. Discussion of "Arlington Cultural Planning" business cards found in Town Hall Planning Office 9/29
ACAC liaison; Cultural District Initiative (ACAC Liaison) – Jeff T.

12. Discuss internal record keeping and audit procedures to insure all new and re-appointed members

- have been sworn in by Town Clerk
- have completed basic MCC training
- have complied with all trainings required by Town of Arlington Board of Selectmen

13. Revise June minutes: To "ITEM 11 New Business The 2016 Annual Convention Americans for the Arts, is to be in Boston this year. Lisbet missed an email announcement from the MCC about scholarships. She would like to have this kind of announcement included at future meetings rather than relying on email." Add "Jeff Boudreau attended the conference."

[14. DropBox file structure reorganization]

[15. Replace current practice of maintaining and using current email list, with a free mail service such as MailChimp for the purpose of sending mass mailings, announcements and newsletters.]

16. ACC Round Table

[[• Conversation with Patsy Kraemer, food in the Lyons Hearing Room at the annual grantee recognition reception. – Jeff B.]]

• **Event Alerts** – Jeff B.

-- October 14, 10a-noon – State Legislature's Joint Committee on Tourism, Arts, & Cultural

-- October 15, 1:00-3:30PM – Devt will host public hearing for Middlesex County, Concord Museum

-- -- Medford Arts Council extending invitation to "Medford Arts Advocacy Gathering," West Medford Community Center?

-- October 27, 5pm - Verbal invitation from Linda Schoemacher of ACA to attend ribbon cutting ceremony at their future 27 Maple Street location (corner Maple and Academy Streets)

[[-- October 28 - Request from MassCreative to “celebrate #ArtsMatterDay with your community”]]

-- November 2, 9:30am-2:30pm – Tenth Annual Artists Under the Dome Event 2016, sponsored by Mass Arts Leaders Coalition, MCC et. al., State House, Boston

[[• DropBox, Wordpress, Facebook, email account ownership/administration, read/edit rights and access Security]]

• **Support the ACC Facebook page**

[[OLD BUSINESS for November meeting]]

1. Adoption of a free mail service such as **MailChimp** to replace use of regular email – Jeff B.
2. Adoption of a free reservation service such as **Eventbrite** for annual grantee reception – Jeff B.
3. Discuss possibility of producing and publishing monthly newsletter – Jeff B.
(prerequisite: adopting a mail service)
4. New ACC-Sponsored Programming Brainstorm (item 7, August minutes) – Lisbet
7. Recruitment]]

EXECUTIVE SESSION

- 1) Letter of interest/Resume to become an ACC member, from David Harris
Discussion & vote for recommendation to Arlington Bd of Selectmen of David Harris’ application
- 2) Letter of interest/Resume to become an ACC member, from Asia Kepka
Discussion & vote for recommendation to Arlington Bd of Selectmen of Asia Kepka’s application

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